



**Almadina School Society
Board of Directors – Regular Board Meeting**

Tuesday, September 15, 2020

Mountain View Campus: 2031 Sable Drive SE, Calgary, AB T2B 1R9

Minutes

Members:

Haytham Ghouriri, **Chair**

Abd al Aziz Houmsi, Finance Chair

Osama Merhi, Vice Chair

Salman Mazhar, Director

Samir Jalloul, Director

Ammar Mahdi, Director

Absent: Mohamed Salih, Director

Staff Present:

Ahmad Jamal ElRafih, **Superintendent**, Edward Emmett, **Secretary Treasurer**,

1. CALL TO ORDER

- Meeting was called to order at 7:10pm

2. MOTION TO APPROVE AGENDA

- **Motion: 20.09.15-1 Moved** – Mr. Mahzar

3. MOTION TO APPROVE MINUTES with change to Motion 20.08.27-6

- **Motion: 20.09.15-2 Moved** – Mr. Mahdi

4. REPORTS

4.1 Finance

- 2019-2020 Year End closed today – September 15, 2020
- Financial reports is not currently available because of Year End closing but will be made available as soon as possible – within the next week
- Alberta Government reporting is but there is no change between funding for students in class or on line due to COVID circumstances
- Alberta Education has committed to full payment so firm budgets will be completed by both Campuses and the Board Office to best utilize any incoming funding

4.2 Facilities

- Roof work has almost been completed to 100%

HVAC

- HVAC work continues and there will be an update meeting with the Contractors on September 24th

Emergency Lighting

- A quote will be gathered to utilize the balance of the Alberta Government grant to upgrade all emergency lighting, switches, etc.
- Facilities Committee has the authority to gather the quote and to award

4.3 Transportation

- Sanitization costs for the buses adds an additional 30 minutes/day/bus over and above the contracted price
- Receipt of the Government of Canada grant will assist in paying additional costs for the sanitization of the buses and we will monitor on a day by day basis
- First Canada has asked for a supplemental increase to cover the additional labour costs only
- Transportation Committee has the authority to commit to the additional costs for 2x's daily sanitization

- Board has supplied additional PPE for students to use who don't have, on the condition that they don't abuse this policy

4.4 IL

- Considerable time discussing and how best to implement the future planning of the Arabic program including student assessments, curriculum planning, captivating students attention to make learning exciting, ideas for culminating and creating a positive learning experience, raising standards of teaching and how to improve the module program
- Discussion on whom to install to carry out and develop the program to ensure success and if the position will be offered to Dr. Kamal
- Potential to work with a teacher from UAE who has created a module based program and the possibility to create a plan for installation within the program. Invest and ensure success for all students learning the Arabic language

4.5 IT

- Incident at Mountain View campus on September 7th at approximately 4:00pm causing downtime and damaging numerous pieces of equipment including the routers, server and connections. The HVAC Contractors, Ainsworth has claimed responsibility and has met with CBE and the engineering company to mitigate and will cover any and all damages and/or loses including labour, equipment and contingency plan. Ainsworth has offered their IT department as back up to Ideal Global should the need arise
- Incident showed that the response from Ideal Global (Rashed and Ahmad) was exceptional and they went above and beyond

MOTION TO EXTEND THE MEETING

- **Motion: 20.08.27-3 Moved** – Mr. Mazhar
Carried

4.6 Policy

- Continue with plans for a High School and form a Committee to include A. Mahdi, O. Merhi, J. ElRafih and J. Blevins – Action item
- Suggestions for a focus group to ensure consistency and cohesiveness between the Society's Policy, Bylaws and Handbook – Action item

4.7 Superintendent's Report

- Review Power Point presentation with special attention to the COVID re-entry plan and safe practices

5. MOTION TO MOVE IN CAMERA

- **Motion: 20.08.27-4** – Mr. Mazhar
Carried

Discussion

- 5.1 On the recommendation of all Charter Schools, additional cleaning staff will be hired by White Snow for 2 months to address supplementary cleaning required in high touch areas. Each person will work for 7 hours a day and will be paid 5 hours by White Snow and 2 hours by Almadina in the form of an invoice from White Snow.
- 5.2 A suggestion to purchase desk shields for all students was presented but then revised to only be the students in ECS to Grade 4. Upon further discussion it was decided to test the shields in ECS only
- 5.3 Mr. Mahzar and Mr. El-Rafih will conduct COVID safety seminars with the staff at the schools on the first day back as reinforcement of the precautions
- 5.4 A general body (AGM) meeting must be in person and cannot be done by Proxy. An agenda and Notice must be sent out to the entire body a minimum of 21 days prior. Dates in both September and October were discussed and will be determined.

Tasks

- 5 temporary teachers need to be hired as replacement for teachers on maternity leave, etc.
- Order and install desk shields for ECS students
- Contact Uniform supplier and reaffirm his position and to not invoke “the Board said”
- Videographer to develop a safety video that can be uploaded to the website
- Review dates for AGM (September 27/October 4); set up Agenda and Notice and update website

MOTION TO MOVE OUT OF CAMERA

- **Motion: 20.08.27-5 Moved** – Mr. Mazhar
Carried

6. MOTIONS ARISING FROM THE MEETING

Motion 20.08.27-6 – Moved by Mr. Mehri

The Board will go ahead with the IT Committees recommendation to purchase all the items as recommended and overseen by the Superintendent and the IT Committee.

Carried

Motion 20.08.27-7 – Moved by Mr. Jalloul

The Board authorizes the Superintendent to expense, buy and install 100 plexi desk shields as shown by example in the school as he sees fit

Carried

Motion 20.08.27-8 – Moved by Mr. Houmsi

The Board approves the recommendation of the Superintendent in the offering of five (5) temporary contract positions to teachers for the 2020-21 School year.

Carried

7. Comments from the Chair

The Board Chair thanked everyone for attending.

7. ADJOURNMENT

The meeting was adjourned at 9:56pm

Haytham Ghouriri, Board Chair

Edward Emmett, Secretary Treasurer



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Thursday, August 27th, 2020
Mountain View Campus: 2031 Sable Drive SE, Calgary, AB T2B 1R9

BOARD ATTENDENCE RECORD

Board Member	Signature	Time of Arrival
Haytham Ghouriri	Signature on File	5:30
Mohamed Salih	Absent	Absent
Samir Jalloul	Signature on File	6:11
Adb Al Aziz Houmsi	Signature on File	6:00
Ammar Mahdi	Signature on File	6:30
Osama Merhi	Signature on File	6:35
Muhammad Salman Mahzar	Signature on File	6:40